

20 December 1984

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see notes.
UP-NOTED*

MEMORANDUM FOR: Deputy Director for Administration

FROM: Daniel C. King
Director of Logistics

SUBJECT: Report of Significant Logistics Activities for
Period Ending 20 December 1984

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1. Progress Report on Tasks Assigned by the DCI/DDCI:

None.

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2. Events of Major Interest That Have Occurred During the
Preceding Week:

a. New Building Project:

(1) Prebid Meeting: On 11 December 1984, a prebid meeting was held at the General Services Administration (GSA) on Bid Package Number 2. Very few questions were asked and appropriate action is being taken by GSA on the questions.

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(2) Site Orientation Tours: The New Building Project Office, Office of Logistics (OL), conducted site orientation tours on 18, 19, and 20 December for contractors bidding on the superstructure of the New Headquarters Building (Bid Package Number 2).

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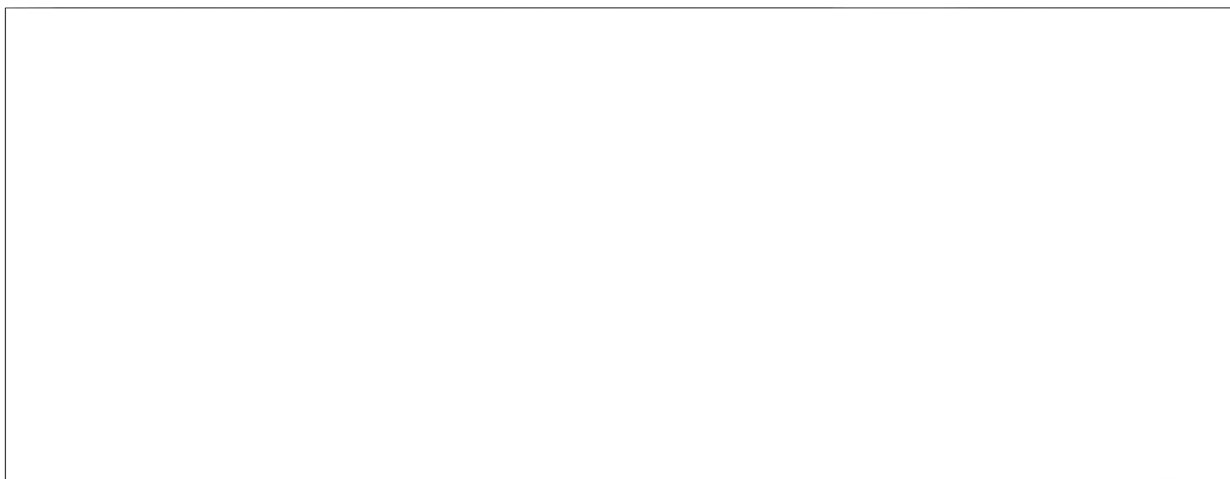
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d. Additional Parking for Chamber of Commerce Building:
On 14 December, representatives from OL and the Office of
Training and Education met with [REDACTED] of
[REDACTED] regarding the construction of an
additional surface parking lot. A contract has been let by
[REDACTED] for the creation of 50 to 54 parking
spaces. Construction of the new parking lot was to begin on
17 December. Approximately six vehicle parking spaces will
be lost during this construction period. [REDACTED] 25X1



f. Cafeteria Renovations:

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(1) On Wednesday, 13 December, representatives of the
Headquarters Operations, Maintenance and Engineering
Division (HOME), OL, met with Smith, Hinchman and Grylls
(SH&G) concerning the noise level in the cafeteria
renovation project in the Headquarters Building. 25X1

Although SH&G is confident that the planned
acoustical treatment of the ceiling, as well as
installation of carpeting and placement of upholstered
furniture, will alleviate the echoing of noise, they have
agreed to consult with an acoustical engineer to justify

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their design and/or present alternative solutions that can be implemented prior to the completion of the construction project. Decibel level readings taken by an architect from OL/HOME showed levels beyond 75 decibels, whereas normal readings in a cafeteria are in the 50-decibel range.

(2) Renovations continued during the weekend of 14 to 17 December. Three 12-hour shifts were worked by the general contractor and subcontractors.

(3) In the North Cafeteria, work continued on the final taping, patching, and sanding operation for the new ceiling to accept the sealing base coat. This phase is approximately 90 percent complete.

(4) The hanging of the new dry wall ceiling in the South Cafeteria is completed up to the loft area in the middle bay area, and final sanding and patching operations were started. In the south bay area, all the dry wall has been installed and the taping and patching operation is over 50 percent complete. The final 36 air diffusers were also installed.

g. Pedestrian Tunnel Repair: The sidewalk between the bus stop and the tunnel, as well as the handicap ramp, is scheduled to be poured the week of 17 December. The contractor will prepare forms for the new steps and reset the Nathan Hale statue the week of 24 December.

h. Escort Requirements: The escort requirements levied against the Office of Security for meeting the needs of contractors last week were as follows:

<u>DATE</u>	<u>REQUIRED</u>	<u>SUPPLIED</u>	<u>SUPPLEMENTAL OVERTIME ESCORTS</u>

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The supplemental escorts from Printing and Photography Division were still not enough to handle the requirements, and there was a shortage of 16 escorts for the week. []

i. Parking: On 15 December, another section of the West Parking Lot was turned over to the George F. Hyman Construction Company. There are 438 parking spaces left in this lot. A new lot with approximately 100 to 120 parking spaces is being constructed behind the Motor Pool Building. It will not be ready for occupancy until the sewer pipes are installed and crushed rock applied to the area. [] 25X1

j. Closing Out of Work Orders for GSA: OL/HOME is in the process of closing out all work orders which required GSA personnel to do work in the Headquarters Building. GSA personnel have been reassigned and will be leaving the Headquarters Building on 21 December. []

k. Christmas Tree: A 15-foot blue spruce Christmas tree with 250 lights was installed on the quadrangle in front of the main entrance to Headquarters Building for the enjoyment of all personnel on the Compound. []

n. Logistics Integrated Management System (LIMS)
Schedule: The LIMS development contractor is scheduled to deliver all software for the first workpackage by 22 February 1985. During the period 25 February to 27 March, the LIMS

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user functional test team will conduct thorough acceptance testing of the software to ensure it meets OL and the Office of Finance requirements. Parallel operations are scheduled to begin 27 March and run through 20 April. With successful completion of the above actions as scheduled, OL and OF should expect to achieve LIMS basic operational capability (BOC) by 1 May 1985. Any slippage in the above dates will result in a day-for-day slip in BOC. Formal LIMS training has been scheduled with OT&E to begin on 1 April 1985.

3. Significant Events Anticipated During the Coming Week:

None.

Daniel C. King

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